

How to file as an Investment Adviser (Notice Filings, State Filings and Domestic Filings)

The following are URLs (Internet addresses) to access the IARD and Web CRD Systems:

IARD <https://crd.nasd.com/iad>

Web CRD <https://crd.nasd.com>

Below you will find the steps outlined for registering online via the IARD and the Web CRD systems and links that provide more detailed information for each step.

Steps to registering online:

Investment Adviser Firms

Form Filing: IA Firm Registration- http://www.iard.com/formfil_firm.asp- Includes information regarding the filing types for firms, a link to the current version of the ADV forms, and user support tools available to help guide you through a filing.

ADV Part 2 Guidance – <http://www.iard.com/part2instructions.asp>- IARD system instructions on filing Part 2 of your firm's Form ADV

Filing Fees – Firms \$200

Investment Adviser Representatives:

Form Filing: IA Representative Registration – http://www.iard.com/formfil_ia.asp- Includes information regarding filing types for IA representatives, a link to the current version of the Uniform U-4 and U-5, and user support tools available to help guide you through a filing.

Qualifying as an IA Representative (RA) Registration

http://www.iard.com/qual_ia.asp There are qualification requirements for an individual to register as an IA representative.

Filing Fees – IA Representatives \$50

Professional Designations & IA Representative (RA) Waiver:

Montana's administrative rule, ARM 6.10.121(1), requires an investment adviser representative applicant pass the NASD uniform exam, in this case the Series 65, 66 or 24 "or an exam designated by the commissioner." In lieu of passing the Series 65, 66 or 24, the State of Montana will allow waivers for applicants holding the following professional designations:

Certified Financial Planners (CFP)
Chartered Financial Consultant (ChFC)
Personal Financial Specialist (PFS)
Chartered Financial Analyst (CFA)
Chartered Investment Counselor (CIC)